

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. <i>(If applicable)</i>	
6. ISSUED BY		CODE		7. ADMINISTERED BY <i>(If other than Item 6)</i>		CODE	
8. NAME AND ADDRESS OF CONTRACTOR <i>(No., street, county, State and ZIP Code)</i>				(X)		9A. AMENDMENT OF SOLICIATION NO.	
						9B. DATED <i>(SEE ITEM 11)</i>	
						10A. MODIFICATION OF CONTRACT/ORDER NO.	
						10B. DATED <i>(SEE ITEM 11)</i>	
CODE		FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers
☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: <i>(Specify authority)</i> THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES <i>(such as changes in paying office, appropriation date, etc.)</i> SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER <i>(Specify type of modification and authority)</i>

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copy to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		16A. NAME AND TITLE OF CONTRACTING OFFICER <i>(Type or print)</i>	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
_____ <i>(Signature of person authorized to sign)</i>		_____ <i>(Signature of Contracting Officer)</i>	

Item 14. Continued.

REPLACEMENT SECTIONS

1. Replace the following sections with the accompanying new sections of the same number and title:

00120	PROPOSAL SUBMISSION REQUIREMENTS
01010	WORK PLAN REQUIREMENTS

2. Replace SECTION 00150 - PROPOSAL EVALUATION AND CONTRACT AWARD with the following accompanying new section:

00150	EVALUATION FACTORS FOR AWARD
-------	------------------------------

3. Change the section title on the Table of Contents to read:

00150	EVALUATION FACTORS FOR AWARD
-------	------------------------------

END OF AMENDMENT

SECTION 00120
PROPOSAL SUBMISSION REQUIREMENTS

1.0 PROPOSAL. Through the use of one-step procurement process, the Department of the Army desires to obtain construction services under an Indefinite Delivery Indefinite Quantity (IDIQ) Firm Fixed Price Contract. In this procurement procedure consideration will be given to the Management/Technical, Past Performance, and price/cost proposal. Final selection and basis for award of the IDIQ Contract will be on the basis of qualifications, technical quality, price, and other salient factors considered to be in the Government's best interests. Offerors shall strictly adhere to the requirements as set forth in this section (00120) when preparing the proposal to be submitted in response to this request for proposal (RFP).

1.1 UNNECESSARILY ELABORATE PROPOSALS OR QUOTATIONS

Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective response to this solicitation are not desired and may be construed as an indication of the offeror's lack of cost consciousness. Elaborate artwork, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor wanted.

1.2 REQUIREMENT FOR SPECIAL MARKING OF PROPOSAL DATA

Envelopes or other cover for material submitted in response to this RFP shall be opaque, and must be so presented that they may easily be identified. At a minimum, the outside cover for each volume must show:

Destination of Proposal
Name and location of project as described in the RFP documents
Solicitation number
Name and address of offeror
Project volume number

Submit the proposal in the format specified. Oral or telephonic proposals or modifications will not be considered.

Mail or deliver the proposal to the address listed on the Standard Form 1442, "Solicitation, Offer and Award."

1.3 CLARIFICATIONS AND FINAL PROPOSAL REVISION

1.3.1 General

Any conflicting criteria, which cannot be resolved by the Order of Precedence specified in Section 00800 SPECIAL CONTRACT REQUIREMENTS, shall be brought to the attention of the Government by the Offeror as part of the written clarification requirement of the proposal. In the absence of such request for clarification, the Offeror shall perform to the most beneficial criteria as determined by the Government.

1.3.2 Clarifications Prior to Proposal Due Date

In the event that clarifications are required prior to submitting the Volume I or II proposal, contact the individuals listed in Section 00100, INSTRUCTIONS TO OFFERORS. All RFP holders will be advised of significant clarifications affecting the scope of the project.

1.3.3 Clarifications Submitted with Proposals

For clarifications remaining at the time and date that proposals are due, written clarifications may be included in the proposal for consideration by the Government. Clarifications submitted with proposals shall clearly identify the understanding of the RFP documents and how this understanding is reflected in the cost proposal. Extensive qualifications, exclusions and exceptions in the form of clarifications may be considered by the Government to be non-responsive and may be grounds for rejection of the proposal.

1.3.4 Final Proposal Revision

If the Contracting Officer determines that discussions are necessary, all offerors in the competitive range will be given an opportunity to submit a final proposal revision. All proposal revisions must be submitted as required in paragraph 1.5.3 Format, subparagraphs 1.5.3.1 Written Material.

2.0 PROPOSAL FORMAT.

2.1 Proposal shall be submitted in **three (3) separate envelopes**. All proposal revisions shall be submitted as page replacements with revised text readily identifiable, e.g. **bold face** print or underlining. Proposal replacement pages shall be numbered shall be clearly marked "REVISED", shall show the date of revision, shall be submitted in appropriate number of copies (e.g., if two (2) copies of the original page was required, then two (2) copies of the revised page will also be required), and shall be a different color than the original pages they are to replace.

2.1.1 The first envelope shall contain Volume I, Management/Technical Proposal described in Section 00120, "VOLUME I, MANAGEMENT/TECHNICAL PROPOSAL." The envelope shall be clearly marked "**Management/Technical Proposal, RFP No. DACA63-02-R-0014.**" Offeror shall submit an original and seven (7) copies of Volume I.

2.1.1.1 The first envelope shall also contain Volume I-A, SAMPLE WORKPLAN, in accordance with Section 00900, for the sample project described in Section 00120, "SUBFACTORS I and II." Volume I-A shall be clearly marked "**VOLUME I-A, SAMPLE TASK ORDER, RFP No. DACA63-02-R-0014.**" Offeror shall submit an original and seven (7) copies of Volume I-A.

2.1.2 The second envelope shall contain Volume II, Price/cost Proposal, , and Preaward Survey Information described in Section 00120, "VOLUME II, PRICES/ COST PROPOSAL, , AND PREAWARD SURVEY INFORMATION." The envelope shall be clearly marked "**Prices/Cost Proposal, , and Preaward Survey Information, RFP No. DACA63-02-R-0014.**" Offeror shall submit an original and two (2) copies of Volume II.

2.1.3 The third envelope shall contain Volume III, Subcontracting Plan described in Section 00120, "VOLUME III, SUBCONTRACTING PLAN ." The envelope shall be clearly marked "**SUBCONTRACTING PLAN, RFP No. DACA63-02-R-0014.**" Offeror shall submit an original and two(2) copies of Volume III. Subcontracting Plans are required only from LARGE businesses – **small businesses** are **not** required to submit a Subcontracting Plan.

2.2 Offeror shall provide an INDEX for each proposal. This INDEX shall appear in each volume/sections that shows the title of the subject matter discussed therein and the page number where the information can be found. In particular, Offeror shall specifically reference the topics addressed in this section (Section 00120) of instructions. The narrative discussions shall be related as to Section 00900, unless otherwise

stated. Offeror shall clearly tab all information in the proposal so that it is easy to locate.

2.3 Offeror is cautioned that "parroting" of the RFP requirements with a statement of intent to perform does not reveal the offeror's understanding of the problem or his capability to solve it. The inclusion of "filler" material from previous proposals or commercial applications shall be avoided unless it has a direct application to the objective of this RFP.

3.0 **PROPOSAL CONTENT.** Offerors shall include sufficient details in their proposal, shall present the details in the same order in which they are requested in this section (00120) to permit the Government to promptly, completely, and accurately evaluate the proposal from both a technical and management standpoint. Offeror shall identify technical uncertainties and assumptions within the requirement set forth in this RFP, and Offeror shall provide specific proposals for the resolution of any technical uncertainties and assumptions so identified. The Government will not make assumptions concerning the offeror's intent, capabilities, facilities, or experiences. **Clear identification of the pertinent details shall rest as sole responsibility of the offeror.**

4.0 **PROPOSAL LENGTH.** The Government recognizes that offerors go to considerable expense to prepare proposals for this RFP, so the Government prefers that the proposals be practical. Elaborate format, binders, special reproduction techniques, and the like are not necessary nor desired. In short, proposals shall completely and adequately address the requirements as stated in the RFP, and technical proposal (technical and management factors). Volume I of the offeror's proposal, **shall not exceed 70 one-sided, single-space, or 35 single-space, double-sided sheets** (excluding subcontractor endorsements, *OSHA Form 200*, and sample project). Proposal legibility, clarity, coherence, and the contents will be important. Proposal pages shall be 8-1/2 x 11 inches in size; however, if drawings or other graphics are submitted, Offerors shall reduce them only to the extent legibility is not lost. Offeror shall not submit verbatim sections of the appendices to this RFP as part of their proposal. Offers that violate these rules unnecessarily delay the evaluation process and may be rejected by the Government after the initial evaluation without receiving any further consideration.

5.0 **SUBCONTRACTOR EXPERIENCE/CREDENTIALS.** Subcontractor (Construction, and Supplier) experience/credentials will be imputed to and evaluated as part of the proposal if they (the subcontractors and their experience) are identified in the proposal **and** if the respective subcontractors have provided the prime contractor with firm written commitments (also included in the proposal) to undertake performance as a subcontractor for the prime contractor under any contract that may be awarded as a result of this RFP. **Ratings will not be given for a proposed subcontractor without the written commitment.**

6.0 VOLUME I, TECHNICAL PROPOSAL.

6.1 **TECHNICAL FACTOR.** The technical approach should address the items in Section 00900 being sure to include the nature of the requirement as understood by the offeror; recognition of critical areas of the requirement; and proposed methods of accomplishing the requirement. Volume I shall include Offeror's approach to acquisition of labor, resources, materials, facilities, software, and equipment and description of same to be used in accomplishing the requirements of Section 00900.

6.1.1 **SUBFACTOR I - Experience, Past Performance, Capabilities of Proposed Subcontractors.** Offeror shall show experience in various types of construction-related work and capability to do same or similar work.

6.1.1.1 **ELEMENT I - Experience** (the type and amounts of work performed). Offeror shall provide a list of the principle types of contract work he/she performed in the following categories as

DACA63-02-R-0014

00120-3

IDIQ for DLA, RRAD

related to Section 00900:

- ?? SAFETY - Life safety upgrade, inflammatory gases and substances, industrial safety, industrial hygiene, fire protection, airfield pavements, confined space entry, radioactive and laser operations, hazardous materials, protection of work sites and property, and protection of workers.
- ?? CIVIL - Facility site planning and layout, roads, parking areas, storm water, sewage drainage, and master planning.
- ?? ARCHITECTURAL - Facilities with functional and aesthetic integrity.
- ?? ENVIRONMENTAL - Removal and disposal of asbestos, lead-based paint, underground storage tanks, light's ballast, transformers and other hazardous materials.
- ?? STRUCTURAL - Structural engineering for conventional construction, construction materials, computer usage, loading, structural systems, and miscellaneous structural features.
- ?? INSTRUMENTATION - Instrumentation for energy monitoring and control systems, direct digital control and fire protection.
- ?? COMMUNICATION SYSTEMS - Conventional communication systems and fiber optics.
- ?? SECURITY - Facility security systems.
- ?? ELECTRICAL - Facility electrical power and service supply, distribution, utilization systems including lighting, power generation, and uninterrupted power supply (UPS).
- ?? MECHANICAL - Facility heating, ventilating, and air-conditioning (HVAC), elevators, and plumbing systems.

6.1.1.2 **ELEMENT II - Past Performance** (quality of Offeror's work and how well Offeror performed). Offerors shall provide information that indicates their ability to perform the proposed contract effort. Offeror shall provide information pertaining to no less than three (3) (*to meet the RFP minimum requirements*) or no more than five (5) active/completed (within the last 5 years) Federal, State and local Government, and/or private contracts performed by the Offeror that are **similar in nature to the requirements in the RFP currently being evaluated** - - i.e., processing a wide variety (construction and services) of multiple task orders simultaneously. The evaluation will take into account past performance information regarding predecessor companies, key personnel who have relevant experience, or subcontractors that will perform major or critical aspects of the requirement. Offeror **shall explain what aspects** of the previously performed contracts **are relevant to the effort required by this RFP**. CCASS reports will be run by the Government and made part of the past performance evaluation. Offeror shall limit this data to two (2) pages per relevant contract, and shall provide information in the following format:

- ?? Company Name (if different from Offeror's name, and Offeror shall explain the circumstance that caused the company name to change)

- ?? Project Manager/Engineer with description of that individual's responsibilities
- ?? Project Title
- ?? Contract Number
- ?? Number of Task Orders issued against this contract. List how many were over \$100,000. List how many were completed on time.
- ?? Contracting Agency (Government or private)
- ?? Description of Effort (Percentage of work performed by the Prime contractor and disciplines of work performed)
- ?? Number and severity of problems encountered, type of any subsequent corrective actions, and the effectiveness of that corrective action(s)
- ?? Overall contract performance record
- ?? Type of Contract (Firm-Fixed Price, Cost-Reimbursement, Incentive, Indefinite Delivery, etc.)
- ?? Period of Performance
- ?? Original Contract Dollar Value and Current/Actual Contract Dollar Value
- ?? Original Completion Date and Current/Actual Completion Date
- ?? Name, address, and Telephone Number, Fax Number and E-mail of Administrative Contracting Officer, Ordering Officer and Contracting Officer

Offerors shall identify those companies holding worker's compensation policy(ies) for the past five (5) years. Offerors shall provide their OSHA Form 200 for the same period for the Government's review, and mishap rates shall at least show a declining trend. Offerors shall list any subcontractors used, shall identify sizes and types of major mechanical, electrical, and utility control systems used, and shall show the Offeror's percentage of participation on each job listed. The list shall indicate the Offeror's experience as a prime contractor. Failure to identify the subcontractors in the proposal shall invalidate their experience/credentials and that invalidated experience/credentials will not be considered or evaluated by the Government. **If the Offeror's list of experience was accomplished as a subcontractor, then the percentage (%) of work the Offeror expended (as a subcontractor) on each job shall be shown.**

6.1.1.2.1 **Client Satisfaction Surveys:** No more than one client satisfaction survey form per project will be evaluated. Offeror shall provide the survey forms (See Section 00500, 2 pages) directly to the clients offeror desires to use as references. To be considered, the client satisfaction forms must be **completed by the client and mailed by the client directly to the Contracting Officer** to arrive by 4:00 p.m. Central Daylight Savings Time on the date established for receipt of proposal. Client satisfaction surveys submitted directly by the offeror will **not** be considered.

6.1.1.2.2 In the Past Performance section of offeror's proposal, offeror shall give the name, phone number, fax number, and e-mail address of each individual offeror has requested to complete a Client

Satisfaction Survey.

FIRMS LACKING RELEVANT PAST PERFORMANCE HISTORY WILL NOT BE EVALUATED FAVORABLY OR UNFAVORABLY ON PAST PERFORMANCE.

6.1.1.3 **ELEMENT III - Capability of Proposed Subcontractors.** Offerors shall identify and describe the services of any proposed subcontractors (making reference to the list of principle types of work in paragraph 6.1.1.1) and shall provide their rationale for selecting subcontractors. Construction, and Supply subcontractor's experience/credentials will be entered into and evaluated as part of this one element IF the subcontractors are identified in the proposal, and the proposal includes a written commitment from each subcontractor to undertake performance under any resultant contract. Failure to provide a valid commitment between the prime contractor and the subcontractor shall invalidate the corporate experience and will not be used as a part of the evaluation of the proposal. Furthermore, the offeror is informed that the list of subcontractors proposed will be binding and become part of any resultant contract. If after award the prime contractor chooses to use a subcontractor that was not proposed and approved for this contract, the prime contractor shall submit the subcontractor's qualifications in writing to the Contracting Officer for approval.

6.1.2 SUBFACTOR II - Technical Approach.

6.1.2.1 **ELEMENT I - Work Plan for Sample Task Order Facility and Facility Systems.** This will be evidenced by the sample project. See Section 00220 for Scope of Work, with sketches, list of required specifications and task order requirements. A site visit is recommended to obtain any information needed that is not included in the sample project. This sample project could result in a task order being issued under the contract that is awarded as a result of this RFP.

6.1.2.2 **ELEMENT II - Task Order Price Proposal Preparation Plan.** Offeror shall demonstrate his approach to the management of task order price proposal preparation. Offeror shall show their procedures for soliciting proposals from subcontractors, in order to meet the contract requirements for competition (two or more, but at least two (2) price quotations from viable subcontractors) and timeliness for task orders as follows:

~~Task Order RFP - Firm-Fixed Price (FFP) Task Order~~ (see Section 00800, FIRM FIXED PRICE (FFP) TASK ORDER). This will be evidenced by the sample project (See Section 00220 for Sample Project).

~~Task Order Price Proposal after Task Order Award - Unpriced Task Order (UTO)~~ (See Section 00800, **UNPRICED** TASK ORDER (UTO)).

6.1.2.3 **ELEMENT III – Response Time.** It is essential that the offeror demonstrate his capability to be able to respond rapidly in the area of submitting a proposal/technical information for individual task orders (See Section 00200). Offerors shall show this by documenting the time it would take their firm to submit the required proposal/technical information from the receipt of an RFP for a task order; the time it would take their firm to submit a site survey report; the time it would take their firm to provide a work plan; and the time it would take their firm to submit an acceptable price proposal. The level of effort of the request for proposals is broken down as follows:

?? Small Effort - total amount of order estimated to be less than \$100,000.

?? Medium Effort - total amount of order estimated to be between \$100,000 and \$500,000.

?? Large Effort - total amount of the order estimated over \$500,000.

6.2 MANAGEMENT FACTOR.

6.2.1 **SUBFACTOR I - Organization and Personnel Qualifications.** Offeror shall furnish an organization chart depicting the management structure proposed for the RFP and any resulting contract. The management techniques and controls that shall be implemented to assure a rationale for subcontracting and the control of subcontractors shall also be provided. Offeror's organization shall show supervision and quality control during all phases of work. Offeror shall identify the principal program personnel as outlined in Section 00900, RESPONSIBILITIES, with their areas of responsibility and relationship with the management structure. Qualifications of the principal program personnel (i.e., **Program and Project Managers (Professional Level 4), Project Engineer (Professional Level 3), Cost Estimator (Professional Level 2), Project Superintendent, Quality Control Manager (Professional Level 1)**)) shall be provided in resume format. Offeror shall have personnel of suitable background and experience to assure that all of the anticipated disciplines required in the RFP and proposed contract are represented. Offeror's identification and commitment of key personnel to this contract will be evaluated. For all key personnel proposed, Offeror shall show if the employees will be employed full or part time, if they will be located on site or not, if they will have single or dual function responsibility(ies) and what those responsibilities will be. Offeror shall obtain firm written commitments to work for the Offeror on any contract that results from this RFP, from all of his/her key employees. Offeror shall provide the firm written commitments with their initial proposal.

6.2.2 **SUBFACTOR II - Cost Control.** Offeror shall show how costs shall be controlled to assure the Government that excessive man-hours shall not be expended to increase profit margins. This shall include, but not be limited to, types of supervision to be used, employee training in Time-and-Material contracts, efficiency improvement methods, etc.

6.2.3 **SUBFACTOR III - Corporate Experience & Support.** Offeror shall demonstrate related corporate support. Corporate support is defined as the proven ability to provide resources from other parts of the corporation for unusual needs such as increased workload in a compressed time frame. Offeror shall document any criteria or experience (i.e., warranty program) that uniquely qualifies the offeror to fulfill the proposed contract successfully. Offeror shall provide a company resource chart that includes the following information:

?? The number of personnel employed, also give breakdown of each discipline

?? A description of related experience (as stated in Section 00900)

?? A detailed plan of what work will be subcontracted out and how that work will be managed.

6.2.4 SUBFACTOR IV - SMALL DISADVANTAGED BUSINESS (SDB) UTILIZATION PLAN

ALL Offerors shall submit an SDB Utilization Plan, to include the following information:

- ? Identification of each SDB concern proposed and the work each is to perform(See NOTE below regarding SDB certification)
- ? Targets expressed in dollars and percentages representing each SDB concern's participation of the total contract value.
- ? Total target value of all SDB participation, expressed in dollars and percentages, of the total contract value.

The offeror is put on notice that any targets represented in a submitted proposal will be incorporated into and become part of any resulting contract.

NOTE: All proposed SDB concerns must be SBA-certified in PRO-Net. SBA concerns can register in PRO-Net on the Internet at the following address: <http://pronet.sba.gov>.

7.0 VOLUME II, PRICE/COST PROPOSAL, , SCA and DBA WAGE RATES TO BE USED ON THIS CONTRACT, and PREAWARD SURVEY INFORMATION. This volume shall consist of the price/cost proposal, Service Contract Act (SCA) wage rates (for services) to be used on this contract, Davis Bacon Act (DBA) wage rates (for construction) to be used on this contract, Preaward Survey information, and shall conform to the requirements set forth in this section.

7.1 PRICE/COST PROPOSAL.

7.1.1 **Offerors** shall submit their price/cost proposal (an original plus two (2) copies) with a completed Standard Form 1442, SOLICITATION, OFFER, AND AWARD; Section 00010, SUPPLIES OR SERVICES AND PRICES/COSTS; Section 00600, REPRESENTATIONS & CERTIFICATIONS; Section 00500, Standard Form 24, BID BOND, and any additional documentation to explain and support the line item prices proposed.

7.1.2 Additional cost and price support documentation shall include a breakout of the following cost for the sample task order. **All information submitted shall support the price proposed of the sample task order and shall be presented in sufficient detail to clearly establish the relationship of the information provided to the price proposed.**

7.1.2.1 **Direct Labor.** Offeror shall show each discipline/job classification proposed, the number of employees in each discipline/classification, the number of hours the Offeror plans to work each individual per week, the direct labor rate per hour and the fringe benefit rate per hour for each individual proposed. Offerors are reminded that they shall at least pay their non-professional employees the rates shown on the U.S. Department of Labor Wage Rate Determination(s) for services/General Wage Decision(s) for construction. Applicable wage determination(s)/ decision(s) are included in this RFP. If Offeror does not use the wage rate classifications (job titles, disciplines) shown on the Wage Rate Determinations/Decisions in this RFP, Offeror shall provide with their proposal a "stratification" of the wage classification and rate proposed. For example: If the employee proposed has "dual-hat" responsibilities, Offeror may want to combine two (2) of the disciplines/job classifications shown on the Wage Rate Determinations/Decisions and "stratify" the two (2) respective hourly rates (based upon the amount of time the employee will spend working in each discipline/job classification) into one (1) hourly rate that is more commensurate with the combined responsibilities. Offeror's stratification shall include the Offeror's calculations and narrative explanations for those calculations showing how and why the proposed "stratified" rates were derived.

7.1.2.2 **Indirect Expenses (Overhead).** Offeror shall show overhead rate proposed, **method of calculating that rate, and shall itemize the various costs included in the "base" for that rate.** Narrative explanations shall accompany all cost/calculations as necessary to clearly explain how the Offeror arrived at the rate and costs proposed.

7.1.2.3 **Material and Equipment.** Offeror shall list in the proposal all material and equipment proposed by item description, make and model number of equipment, quantity, and cost for each item listed.

7.1.2.4 **Subcontracts.** Offeror shall list all subcontracts by subcontractor name, type of

service/construction/supplies to be subcontracted, and cost of each.

7.1.2.5 **General and Administrative (G&A).** Offeror shall show the G&A rate proposed, **explain (numerically and narratively)** how the Offeror calculated that rate, and list all of the costs that are included in the "base" for that rate.

7.1.2.6 **Profit.** Offeror shall show profit rate proposed and **provide rationale for that rate.** If Offeror has some concerns about performing the work described in this RFP, Offeror shall list those concerns (real or perceived risks) that support the profit rate proposed.

7.1.3 Information required in Section 00010, LABOR, is not intended to be restrictive. Offeror is encouraged to submit any other cost or financial information that may be helpful in the understanding and evaluation of his cost proposal; however, superfluous or elaborate documents are not desired. Offeror shall agree that authorized Government representatives may have access to applicable accounting and estimating documents and records not submitted with the proposal, if required to complete evaluation of cost proposal.

7.1.4 All information pertaining to any costs associated with the line items contained in the Bid Schedule (Section 00010) shall be confined to Volume II. **Offeror shall not include any cost information in any other Volume of their proposal except Volume II.**

7.2 SCA (SERVICES) AND DBA (CONSTRUCTION) WAGE RATES TO BE USED ON THIS CONTRACT.

Offerors shall submit a list of hourly SCA and DBA wage rates to be used on this contract. Rates should be fully burdened and shall be at least the amount required by the applicable Service Contract Act (SCA) for services, or Davis Bacon Act (DBA) for construction. Applicable wage rate determinations (for services) and general wage decisions (for construction) are located in this solicitation. In those instances where the same wage classification title appears on more than one wage determination/decision, the highest rate will govern as the minimum wage rate requirement. These rates will provide the Government a basis for negotiations for future task orders.

7.3 PREAWARD SURVEY INFORMATION.

Offerors shall submit all preaward survey information in Volume II.

NOTE: Offerors shall notify their bank/suppliers that the Corps of Engineers may contact them, and shall authorize the bank/suppliers to release the following information regarding the Offeror's account. If a written authorization is required by their bank, Offerors shall provide that authorization with their proposal.

?? Name and telephone number of bank's point of contact

?? Number of years business has been conducted with each bank

?? Types of open accounts (checking, loans, etc.)

?? Balance of current accounts (the banks will provide a "range of figures" for this information, such as, medium five-figures range)

?? Means by which loans are secured and if paid as agreed

?? Point of contact and telephone number of three (3) different suppliers

8.0 VOLUME III, SUBCONTRACTING PLAN.

****THIS PARAGRAPH APPLIES TO LARGE BUSINESSES ONLY****

8.1 All large businesses shall submit a subcontracting plan. The plan should be prepared in accordance with FAR 52.219-9 (See Sample in Section 00500). Failure to submit an acceptable subcontracting plan may make the offeror ineligible for award of the contract. The subcontracting plan will be reviewed for compliance and will be scored in accordance with AFARS 19.7, Appendix DD (See Sample in Section 00500). The submission of the subcontracting plan is in no way advantageous to large businesses over any small business in the evaluation process. However, where technical and price become more equivalent for two or more large businesses who are being considered for award, the subcontracting plan will become more significant and may become the determining factor for award.

8.2 The Fort Worth District's floors/goals regarding total subcontracted dollars are as follows:

8.2.1 Small Business (SB) Subcontracting Goals - 61.4%.

8.2.2 Small Disadvantaged Business (SDB) Subcontracting Goals - 9.1%.

8.2.3 Woman Owned Small Business (WOSB) Subcontracting Goals – 5.0%.

8.2.4 Veteran Owned Small Business (VOSB) Subcontracting Goals - 3.0%

8.2.5 Historically Black Colleges and Universities and Minority Institutions (HBCU/MI)
Subcontracting Goal – 2.0%

8.2.6 HubZone Small Business (HZSB) Subcontracting Goals – 1.0%

NOTE: For further information on the HUBZone Empowerment Contracting Program, read contract clause 52.219-8 or use the Internet: <http://www.sba.gov/hubzone/>

To be approved the plan must contain a minimum, the eleven elements set forth in Contract Clause 52.219-9 II, paragraph (d). Your plan will be reviewed and scored in accordance with AFARS 19.705-4(d) to ensure it clearly represents your firm's ability to carry out the terms and conditions, set forth in the contract clauses. A Subcontracting Plan with a score of less than 71 may not be accepted. It is recommended that you use the example located in section 00500 as **a guide** to assist you in developing your own subcontracting plan. Delete the instructions shown in parenthesis or your small business program will not be approved. If discussions during this review raise doubts as to your intentions or ability to comply with these contractual obligations, it could result in your disqualification for award.

NOTE: All proposed Small Disadvantaged Business (SDB), Woman Owned Small Businesses (WOSB) and HUBZone Small Businesses (HUBZone) concerns must be SBA-Certified in PRO-Net. These firms can register in PRO-Net on the Internet at the following address: <http://pronet.sba.gov>. The Government will verify PRO-Net certification of all SDB, WOSB & HubZone concerns proposed. No credit will be given to the offeror whose proposed concerns are not certified.

(End of Section 00120)

SECTION 00150
EVALUATION FACTORS FOR AWARD

1.0 VOLUME I, TECHNICAL PROPOSAL

1.1 Basis for Awards. The solicitation includes the provision, FAR 52.0215-0001, CONTRACT AWARD. The Government intends to award one (1) contract, based upon initial offers received, without discussion of such offers. Each offer should contain the offeror's best terms from a price/cost and technical standpoint. The Government reserves the right to conduct discussions if that is later determined by the Contracting Officer to be necessary. The right is reserved to accept other than the lowest offer and to reject any or all offers. Award may be made to the superior offer which is not the lowest priced offer, but which is sufficiently more advantageous than the lowest offer so as to justify the payment of a higher price. As technical proposals become more equivalent, cost consideration becomes more significant and may become the determining factor for award. Any award price must be determined to be fair and reasonable. In the event technical and price become more equivalent for two or more large businesses, the subcontracting plan will become more significant and may become the determining factor for award.

1.2 The technical proposals received in response to this request for proposal will be evaluated using "Best Value" source selection process in selecting the proposal that is most advantageous to the Government. To be considered responsive each offeror shall specifically address each of the evaluation factors set forth in this section. Sufficient detail should be provided citing specific data as may be required, such that the proposal may be evaluated. The proposal shall clearly demonstrate that the offeror has an understanding of the work tasks required.

1.3 Technical proposals shall be submitted so as to fully and clearly be acceptable without additional explanation or information, since the Government reserves the right to make a final determination as to whether a proposal is acceptable or unacceptable solely on the basis of the proposal as submitted. However, the Government, may request additional information from offerors, which clarifies, or supplements, but does not basically change any proposal as submitted.

1.4 Technical evaluations will be performed on each proposal covering the evaluation factors listed in Section 00120 "EVALUATION FACTORS FOR VOLUME I, TECHNICAL PROPOSAL." These factors are listed in the order of their importance, both as major factors, subfactors and elements, thereof.

1.5 TECHNICAL PROPOSAL EVALUATION FACTORS

The relative weight of all the non-priced factors when combined, are significantly more important than cost. The technical merit factor is significantly more important than the management merit factor. The following technical evaluation factors are listed in descending order of importance: "Technical" and "Management". The subfactors and elements for "Technical" are listed in descending order of importance. The subfactors for "Management" are listed in descending order of importance.

1.5.1. Major Technical - non-cost factors

Factor - Technical Area

Subfactor I - Experience, Past Performance, and Capability of Proposed Subcontractors

- Element I - Experience
- Element II - Past Performance
- Element III - Capability of Proposed Subcontractors

Subfactor II - Technical Approach

- Element I - Work Plan
- Element II - Task Order Price Proposal
- Element III - Response Time

Factor - Management Area

- Subfactor I - Organization and Personnel Qualifications
- Subfactor II - Cost Control
- Subfactor III - Corporate Experience & Support
- Subfactor IV - SDB Utilization Plan

1.5.2 **Price/Cost Proposal**

1. Standard Form 1442
2. Price proposal schedule, Section 00010 (Not Scored but will be considered)
3. Bid Guarantee
4. Representation & Certifications, Section 00600
5. Subcontracting Plan (large businesses only) (Scored IAW AFARS 19.7)

The subcontracting plan will be reviewed for compliance and scored in accordance with Army Federal Acquisition Regulation Supplement (AFARS) Appendix DD. Failure to submit an acceptable subcontracting plan may make the offeror ineligible for award of the contract.

1.5.3 **Rating Factors.** On each proposal, individual evaluators will rate each category unless otherwise

noted.

1.6 **EXPLANATION OF EVALUATION CATEGORIES**

I. **Technical Proposals**

A. **Technical Area.** The technical approach should address the items in Section 00900 being sure to include the nature of the requirement as understood by the offeror; recognition of critical areas of the requirement; and proposed methods of accomplishing the requirement. Subfactors I and II are listed in descending order of importance –

1. **SUBFACTOR I - Experience, Past Performance and Capabilities of Proposed**

Subcontractors: Offeror shall have experience in various types of construction related work, past performance, and capability to do same or similar work. The following Elements I, II, and III, listed in their relative order of importance -

i. **ELEMENT I - Experience:** Offeror shall provide a list of the principle types of contract work he/she performed in the categories as listed in Section 00120).

ii. **ELEMENT II - Past Performance:** Offeror shall provide information that indicates their ability to perform the proposed contract effort. (See Section 00120.)

iii. **ELEMENT III - Capabilities of Proposed Subcontractors:** Offeror shall identify and describe the services of their proposed subcontractors (making referencing to the list of principle types of work listed Section 00120, paragraph 6.1.1.1) and shall provide their rationale for selecting those subcontractors.

2. **SUBFACTOR II - Technical Approach:** The following Elements I, II, and III are listed in descending order of importance –

i. **ELEMENT I - Work Plan for Sample Task Order Facility and Facility Systems:**

ii. **ELEMENT II - Task Order Price Proposal Preparation Plan:** Offeror shall demonstrate his approach to the management of task order price proposal preparation.

iii. **ELEMENT III – Response Time:** It is essential that the offeror demonstrate his capability to be able to respond rapidly in the area of submitting a proposal/technical information for individual task orders.

B. **MANAGEMENT AREA.** The following Subfactors I, II, and III are listed in descending order of importance -

1. **SUBFACTOR I - Organization and Personnel Qualifications:** Offeror shall furnish an organization chart depicting the management structure proposed for the RFP and any resulting contract.

2. **SUBFACTOR II - Cost Control:** Offeror shall show how costs shall be controlled to ensure the Government that excessive man-hours shall not be expended to increase profit margins.

3. **SUBFACTOR III - Corporate Experience & Support:** Offeror shall demonstrate related

corporate experience and support for unusual Government requirements such as increased workload in a compressed time frame.

4. SUBFACTOR IV – SDB Utilization Plan: Offeror shall furnish a SDB Utilization Plan that affords subcontracting opportunities to Small Disadvantaged Business concerns. The minimum monetary target for this subfactor is 9.1%.

ALL Offerors shall submit a SDB Utilization Plan, to include the following information:

- ? Identification of each SDB concern proposed and the work each is to perform(See NOTE below regarding SDB certification)
- ? Targets expressed in dollars and percentages representing each SDB concern's participation of the total contract value.
- ? Total target value of all SDB participation, expressed in dollars and percentages, of the total contract value.

The offeror is put on notice that any targets represented in a submitted proposal will be incorporated into and become part of any resulting contract.

NOTE: All proposed SDB concerns must be SBA-certified in PRO-Net. SBA concerns can register in PRO-Net on the Internet at the following address: <http://pronet.sba.gov>.

II. Price/Cost Proposal: (Is not scored) Price will be evaluated for reasonableness and realism in accordance with AFARS 15.608(a)(1).

III. Submission of SCA (services) and DBA (construction) Wage Rates to be used on this Contract. (Is not color scored) Hourly rates should be fully burdened. Rates will be evaluated for reasonableness and realism in accordance with AFARS 15.608(a)(1). Proposed rates will also be checked to ensure they are at least the minimum wage amounts required by the applicable Service Contract Act (SCA) Wage Rate Determination (for services) or the applicable Davis-Bacon Act (DBA) General Wage Decision (for construction). In those instances where the same wage classification title appears on both an SCA wage determination and a DBA wage decision, the highest rate will govern as the minimum wage rate requirement. These rates will provide the Government a basis for negotiations for future task orders.

IV Preaward Survey Information. As required by Part 9 of the Federal Acquisition Regulation, this preaward information will be used pertaining to prospective contractor's capability to perform a proposed contract.

V. Subcontracting Plan (FOR LARGE BUSINESS ONLY): The plan will be reviewed for compliance with the requirements of FAR 52.219-9 and scored in accordance with AFARS 19.7, Appendix DD. If in the event technical and price become more equivalent for two or more large businesses who are being considered for award, the subcontracting plan will then become more significant and may become the determining factor for award.

1.7 RATING PROPOSALS.

1. Rating Technical Proposals. Upon completion of the individual technical proposal evaluations by the TE

Team evaluators, the TE Team will meet to assign a consensus rating to each proposal, to include each category and subcategory rate.

2. Evaluating Price Proposals. Not scored.

3. Evaluating Proposed SCA and DBA Wage Rates .

4. Subcontracting Plan. Scored IAW AFARS 19.7.

2.0 VOLUME II, PRICE/COST PROPOSAL, and PREAWARD SURVEY INFORMATION. For the purpose of evaluating price/cost submitted hereunder:

2.1 For the purpose of evaluating price/cost submitted hereunder:

2.1.1 The Government will assume that 95% of the work will be done during the normal duty hours and that 5% will be accomplished during other than normal duty hours.

2.1.2 A price analysis will be completed of the offeror's *price/cost* proposal *as submitted on the bid schedule, Section 00010 (see Section 00120)* to determine price reasonableness. If adequate competition is not obtained, a detailed cost analysis will be used to evaluate for cost realism (allowability, allocability, and reasonableness) in accordance with AFARS 15.608(a)(1).

2.2 For the purpose of evaluating the SCA (services) and DBA (construction) wage rates submitted on the Bid Schedule to be used on these contracts:

2.2.1 A price analysis will be completed on the hourly rates, and the Government will ensure that the Offeror proposes to pay his employees at least the minimum amount required by the applicable SCA Wage Rate Determination (services) or DBA General Wage Decision (construction). If a wage classification title appears on more than one SCA/DBA wage determination/decision, the highest rate will govern as the minimum amount required.

2.3 For the purpose of evaluating the preaward survey information submitted hereunder:

2.3.1 Preaward survey data will be evaluated , as it relates to the probability of the offeror successfully accomplishing the proposed effort.

2.3.2 The Government will use preaward survey data provided by the offeror (as specified in Section 00120) and data obtained from other sources to perform this assessment.

3.0 VOLUME III, SUBCONTRACTING PLAN

FOR LARGE BUSINESSES ONLY: Subcontracting plans will be reviewed for compliance with the FAR 52.219-9 and will be scored in accordance with AFARS 19.7, Appendix DD. If in the event technical and price becomes more equivalent for two or more large businesses who are being considered for award, the subcontracting plan will then become more significant and may become the determining factor for award.

4.0 EVALUATION OF OPTIONS (JUL 1990)(FAR 52.217-5) Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

5.0 EVALUATION FACTORS FOR VOLUME I, TECHNICAL PROPOSALS. The evaluation factors are divided sequentially into major factors, subfactors and Elements. The considerations used for determining their value are also described. DETAILED DESCRIPTIONS OF THE EVALUATION FACTORS, SUBFACTORS AND ELEMENTS ARE INCLUDED IN SECTION 00120.

(End of Section 00150)

SECTION 01010

WORK PLAN REQUIREMENTS

08/2001

AMENDMENT NO. 0001

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

U.S. ARMY CORPS OF ENGINEERS, SOUTHWESTERN DIVISION PUBLICATIONS
(CESWD)

CESWD-01 (Sep 1998) Architectural and Engineering
Instruction Manual (CESWD-AEIM)

1.2 SUBMISSION OF TASK ORDER DRAWINGS, SPECIFICATIONS, AND OTHER DATA

1.2.1 Number of Copies

The Contractor shall submit, in accordance with Sections 00900 DESCRIPTION/SPECS/WORK STATEMENT, 00910 CONTRACT DATA REQUIREMENTS LIST, 00920 DATA ITEM DESCRIPTION and 00800 SPECIAL CONTRACT REQUIREMENTS, the required number of copies of the construction drawings, specifications, calculations, equipment schedules, and all other submittal data for each review submittal. These submittals shall be in accordance with the requirements of this solicitation, all current revisions, the applicable task order, and all other terms and conditions of the contract. Upon final approval, the Contractor shall within 7 calendar days furnish the required number of copies (including one reproducible) of the approved drawings, specifications, calculations, and other data.

1.2.2 Task Order Drawings

Task order drawings shall be prepared on CADD, plotted on vellum unless mylar is required by the Contracting Officer. Size of drawings shall be SI A1, 594 mm by 841 mm (23.39 by 33.11 inches), trim to trim, with Government standard metric borders, unless otherwise required by the task order. Full size drawings shall be submitted for all submittals. Mylar can be provided by the User to the Contractor in exchange for consideration of fees.

1.2.2.1 Computer Aided Design and Drafting (CADD) Systems

Task order construction drawings, and record (as-built) drawings after the completion of each task order, shall be submitted on CD-ROM disk(s) along with the hard copies of the drawings, technical specifications, calculations, and other data. For each task order, furnish two sets of the CADD drawings on CD-ROM disk (i.e. two CD-ROM disks, one set per disk), compatible with the Using Agency's format (See Section 00800 SPECIAL CONTRACT REQUIREMENTS or the task order requirements). Drawings shall be printed to .cal format for viewing using SourceView (or MaxView) Readers. Provide Reader and Contract Viewer software on the

CD's. Contract Viewer software, along with instructions, can be copied from the Contract Award CD-ROM disc.

1.2.2.2 Corps of Engineers CADD Standards

The Contractor shall ensure that all delivered CADD digital files and data (e.g., sheet files, model files, cell/block libraries) are compatible with the Government's target CADD system and operating system and adhere to the standards and requirements specified. The term "compatible" means that data is in native digital format i.e., .dgn (Microstation) or .dwg (AutoCADD). It is the responsibility of the Contractor to ensure this level of compatibility.

a. Standards

CADD drawings shall be prepared in accordance with the applicable general and discipline-specific provisions for drawing formats, level/layer assignments, line colors, line weights, and line types of the "Tri-Service A/E/C Standards" and the CESWD-01 "Architectural and Engineering Instruction Manual (AEIM), Chapter VIII, "Drawings." The CADD standards for this project, including seed/prototype files containing the Government's preset standard metric settings and electronic reference files containing the Government's standard border/title block sheets, are located at the following Web site:

<http://tsc.wes.army.mil/products/standards/aec/aecstdweb.asp>

The Contractor shall submit a written request for approval of any deviations from the Government's established CADD standards. No deviations will be permitted unless prior written approval of such deviation has been received from the Government.

1.2.2.3 Drawing Format

Title block shall include, as a minimum, project title and location, sheet title, and sequence number. At the preliminary and final design submittals, each Contractor-prepared drawing shall bear the printed name and signature of the registered architect or engineer responsible for the work portrayed on that drawing and proposed to meet the task order requirements. For the final submittal, each Contractor-prepared drawing shall bear the stamp or seal and signature of the registered architect or appropriate registered engineer responsible for the work portrayed on that drawing and proposed to meet the task order requirements.

1.2.2.4 Drawings Sequence

Arrange drawings by design discipline in accordance with the SWD Architectural and Engineering Instruction Manual, Chapter 8, Appendix A.

1.2.2.5 Drawings Required

As a minimum, the construction drawings shall consist of the following as required by the task order:

- a. Title Sheet, Index of Drawings (each technical discipline shall have a separate drawing legend sheet located in front of each respective section), Legend, and Abbreviations and Soil Borings
- b. Civil Drawings
- c. Utility Drawings (Water Supply, Wastewater, Gas, Electrical, Fiber and Communication)
- d. Architectural Drawings
- e. Interior Design Drawings
- f. Structural Drawings
- g. Mechanical Drawings
- h. Electrical Drawings (including security and fire alarm)
- i. Lightning Protection
- j. Fire Protection Drawings
- k. Environmental Drawings (including identification and removal of hazardous materials from the buildings, storm water control details, etc.)
- l. Kitchen Equipment Drawings
- m. Landscape Architectural Drawings
- n. Irrigation Layout Drawings

1.2.3 Task Order Specifications

Construction specifications shall be in sufficient detail to fully describe and demonstrate the quality of materials, the installation and performance of equipment, and the quality of workmanship. Specifications shall conform to the Construction Specifications Institute (CSI) 16-Division, 3-Part format. Corps of Engineers Guide Specifications, consisting of the Corps of Engineers Unified Facilities Guide Specifications (UFGS), the Fort Worth District FW guide specifications, and the Fort Worth District Supplements to the UFGS, may be used but are not required unless so stated in the task order. Otherwise, the Contractor may use commercially available guide specifications, such as "SpecText" published by The Construction Specifications Institute, "MasterSpec" published by The American Institute of Architects, "SpecLink" published by Building System Design, Inc., or manufacturers' product specifications utilizing CSI's Manu-Spec format. When using commercially available guides or manufacturers' product specifications, change references to the "Architect/Engineer" and the "Owner" to refer to the "Government" or "Contracting Officer" respectfully."

1.2.3.1 Format

Construction specifications shall include cover page and Table of Contents. When the Corps of Engineers guide specifications are used, these guides are available in the CorpsSpecsintact format only, and Specsintact 32 software should be used for editing although the guides, including edited Specsintact sections, can be converted to the Microsoft Word. This conversion does require the Specsintact software. Final Word files shall be in Microsoft Word 97 or higher version but shall be compatible with the Using Agency's software. See paragraph GUIDE SPECIFICATIONS AND SOFTWARE.

Print hard copies using laser or inkjet printer and good quality white bond paper (75 g/m 2 (20 pound Copier/Laser/Fax/Inkjet/Offset type), 215 mm by 279 mm (8 1/2 by 11 inch) in size. Review copies shall be the marked-up version with the editing shown by using redlining for text insertions and strikeouts for text deletions. The corrected 100 percent

specifications with review comments incorporated shall be cleaned up (markings for insertion and deletion removed) and submitted in both hard copy and on magnetic media (DOS compatible 1.44 MB floppy disk or CD-ROM disk). Carbon copies are not acceptable.

Electronic version: Print the specifications to Adobe Acrobat .pdf format and include on the CD-ROM disc with the drawings. Include Adobe Acrobat Reader and the Contract Viewer software on the CD Disc. Contract Viewer software, along with instructions, can be copied from the Contract Award CD-ROM disc.

1.2.3.2 Submittal Register

See Section 01330 SUBMITTAL PROCEDURES. It can be produced using the Specsintact submittal register program or the Microsoft EXCEL SR4288 file that is on the Solicitation CD-ROM disk. Submit with the review and final submittals.

1.2.3.3 Cover Page

Include the following information:

- a. Project title, location, and task order title
- b. Construction contract number
- c. Task Order number
- d. Construction Contractor's name and address

1.2.4 Task Order Documents

Task order documents shall include construction drawings, specifications, Storm Water Pollution Prevention Plan if applicable, cost estimates, construction schedule, and calculations for categories such as, but not limited to, architectural, structural, mechanical, electrical, grading, drainage, paving, and outside utility services. Task orders shall conform to the Red River Army Depot's Installation Design Guide if applicable. Detailing and installation of all equipment and materials shall comply with the manufacturers' recommendations.

1.2.5 Task Order Reviews

Task order development reviews shall be held at the location specified in the task order. The Government shall have a minimum of 14 days review period for each review submittal and 7 days review period for resubmittal of the final (100 percent) documents incorporating final review comments. Review periods may be longer, especially for task orders involving historical and environmental requirements. Additional review conferences may be held if the Government determines them necessary.

1.2.5.1 Material required for preliminary submittal

- a. Drawings

All drawings required for completion of the task order, developed to approximately 35 percent completion.

- b. Specifications

Draft of specifications for task work, including index and

manufacturers' catalog and engineering data.

c. Interior and Exterior Finish Samples

For each applicable task order, furnish one (1) complete set of coordinated color/finish sample board(s) for approval. Color/finish board(s) shall have attached samples of all exterior and interior appearance related construction items the Contractor proposes to furnish, including, but not limited to, such items as interior paints and finishes; wall covering; trim items; carpet; floor, wall and ceiling tiles; doors; plastic laminates for cabinet work, signage, etc. Each sample shall indicate color, texture, and finish; and, if patterned, shall be large enough to define full pattern. Samples shall be identified as to type of material, area of installation, manufacturer, and transmittal number under which certification of the material represented has been submitted in accordance with the requirements of Section 01330 SUBMITTAL PROCEDURES. Samples shall be mounted on 215 mm by 280 mm by 1.5 mm (8-1/2 inch by 11 inch by 1/16 inch thick) mat board, and shall be contained in three (3) ring binders. Epoxy glue, hot-melt glue, or contact cement shall be used to attach samples; Scotch tape, double-backed tape, or rubber cement will not be acceptable. Cover of binders shall contain title of contract, contract number, task order number, and name of Contractor.

d. Calculations

Calculations developed to the extent required to support the task order development of that portion of utility distribution, structural, electrical, and mechanical systems included in this submittal.

e. Storm Water Pollution Prevention Plan (SWPPP)

For project sites that are 5 acres in size or larger, a detailed Storm Water Pollution Prevention Plan (SWPPP) shall be developed in compliance with the requirements for a NPDES General Permit for Storm Water Discharges from Construction Sites, as published in the Federal Register, Volume 57, Number 175, September 9, 1992. Minimum requirements for preparing a SWPPP are located in Section 01421 OUTLINE OF A BASIC STORM WATER POLLUTION PREVENTION PLAN. The Contractor shall identify whether or not a temporary sediment basin will be required during construction to comply with the regulation. If determined to be required a design of the basin will be included as part of the SWPPP and contract drawings. The SWPPP and a completed but unsigned Notice of Intent (NOI) shall be submitted for approval to the Corps of Engineers, Fort Worth District, as part of this review package, accompanied by a signed Contractor's Certification. Upon approval, the District will file the Notice of Intent with the Environmental Protection Agency and notify the Contractor that it has been sent. Construction shall not be started earlier than 48 hours after the date the NOI was sent to the EPA. In addition, the Contractor shall post a copy of the NOI and a brief project description on the project bulletin board. For the project description, the Contractor may use Section 1.1 of the SWPPP or write a brief description.

f. Construction Schedule

Construction schedule shall conform to the requirements Section 01321 PROGRESS SCHEDULES (BAR CHART).

1.2.5.2 Material required for final (100 percent) submittal

Includes all documents submitted for the preliminary review, upgraded to 100 percent completion.

a. Drawings

(1) Site Drawings

Site drawings shall include plans and details required by the task order.

(2) Architectural Drawings

Architectural drawings shall include plans, elevations, building sections; fire exits; wall, ceiling, and floor fire ratings; and details required by the task order.

(3) Structural Drawings

Structural drawings shall include plans, details, and connections applicable to the task order.

(4) Mechanical and Electrical Drawings

Mechanical/electrical drawings, with complete schematics, shall show all heating, air conditioning, plumbing and electrical work.

(5) Fire Protection Drawings

Fire Protection drawings, with complete schematics, shall show all fire sprinkler system layout, pipe sizes, locations of heads, details, etc. as required for construction and to meet the codes.

(6) Equipment Schedules

Based on the results of calculations, provide a complete list(s) of the materials and equipment proposed for heating, air conditioning and plumbing, with the manufacturer's published cataloged product installation specifications and roughing-in data. The heating and air conditioning equipment data shall include the manufacturer's wiring diagrams, installation specifications, ARI certification, and the standard warranty for the equipment. When new diffusers are required in a task order, provide the manufacturer's published cataloged capacities for supply diffusers as evidence that the arrangement of supply air outlets in each room will provide the throw and spread characteristics required to cover completely all exterior wall surfaces with the blanket of warm air at the proper design velocities.

b. Specifications

Specifications for all task order work upgraded to 100 percent completion. Contractor shall make final proposal of all materials and finishes at this submittal.

c. Calculations

Complete calculations for utility distribution systems, structural elements, and electrical and mechanical systems. Include computations

for sizing equipment, air duct arrangement, and R-values for ceilings, roofs and exterior walls and floors. Calculations shall conform to **(AM#1) the Installation's** yearly energy budget requirements (i.e. BTU's and KW's). Include codes, manuals, and criteria used for calculations. Include, as applicable:

- (1) loads, load factors, and allowances for future loads,
- (2) energy performance calculations,
- (3) working stresses and factors of safety,
- (4) deflection calculations,
- (5) Expansion-, contraction-, and crack-control measures,
- (6) Foundation characteristics,
- (7) Construction or erection limitations, and
- (8) Fire Protection: Comprehensive analysis of all fire-safety factors with indication of treatment provided for each potential hazard.

d. Construction Schedule

e. Submittal Register

1.2.5.3 Review Location

Review documents shall be sent, in the quantity indicated to the address indicated in the task order. The documents will be in their then present "on-board" status. All documents shall contain an index of contents.

1.2.5.4 Additional Review Time

If for any reason the Government requires more time than that stated for review, then the Contractor will be granted an extension of time equal to the number of calendar days of delay.

1.2.6 Conference and Post-Conference Action

For each task order, Government personnel will present review comments for discussion and resolution. Copies of comments, annotated with comment action agreed on, will be made available to all parties before the conference adjourns. Unresolved problems will be resolved by immediate follow-on action at the end of conferences. Valid comments will be incorporated. On receipt of final corrected work plan documents, the Fort Worth District will formally approve them and issue a notice to proceed with construction. The Government, however, reserves the right to disapprove work plan document submittals if comments are of too great a significance. In this case, every effort shall be made during follow-up action between the Contractor and the Fort Worth District to resolve conflicts and problems such that documents can be fully approved. However, if final submittal(s) are incomplete or deficient, requiring correction by the Contractor and resubmittal for review, the cost of rehandling and reviewing will be deducted from payment due the Contractor at the rate of \$500.00 per

submittal.

1.2.7 Common Design Deficiencies

The work involved in making corrections due to common deficiencies becomes lost effort and time for both the designer and the reviewer. Carefully compare the design and contract documents with all requirements at several points in the design process to avoid unnecessary changes at a later date. Some of the requirements which are most often overlooked include:

a. Requirements of the COE 2, Southwestern Division's ARCHITECTURAL AND ENGINEERING INSTRUCTIONS MANUAL (SWD-AEIM), have been repeatedly overlooked in the past.

b. Failure to incorporate the base Installation Design Guide or the Fort Worth District's supplemental local requirements to the CEGS guide specifications.

c. Not using correct abbreviations or terminology on the drawings. Abbreviations must match what is used on the standard abbreviation sheet and terminology must match what is used in the standard technical guide specifications.

d. Not using the correct scales, north arrow designation, section cut system, or incomplete dimensioning on the drawings.

e. Not providing sufficient space for door operation hardware at doors which swing into a wall running perpendicular to the opening. 100 mm minimum is required between edge of door frame and perpendicular walls.

f. Not providing correct and complete Design Analysis information written in the present tense. The Design Analysis will be written following the format indicated herein. A separate Fire Protection section in the Design Analysis with input from all disciplines is one area which is often overlooked and shall be included.

g. Not correctly presenting or coordinating (to avoid interference) features of Fire Protection, Noise Control, and Physical Security.

h. Not correctly referencing and cross referencing building sections, wall sections, details, etc.

i. Failure to read and use technical notes in editing the Technical Guide Specifications.

j. Failure to coordinate all disciplines prior to submittal of projects for review.

k. Improper use of fire-retardant wood. Fire-retardant wood is combustible; its use in buildings that are of noncombustible construction is extremely limited (see UBC for the minor allowable uses). Because of the potential for severe degradation, fire retardant plywood shall not be

used in a roof or roofing system, or in structural applications.

l. Incorrectly listing trade names in door hardware specifications in lieu of ANSI numbers and failure to correctly specify hardware finishes.

m. Control joints in CMU walls and brick expansion joints in face brick are not shown on both architectural plans, elevations and structural plans, or are inconsistent. Note also control joint locating and coordination for floor tile per Tile Council of America recommendations.

n. Failure to delete all publications which do not apply to the particular project.

o. North is not oriented the same direction on all sheets (civil, site, arch).

p. Failure to use the latest edition (at time of task order start) of applicable criteria unless a specific edition is specified.

1.3 SWD-AEIM Manual

The CESWD-01 "Architectural and Engineering Instruction Manual (AEIM) is located on the Solicitation CD-ROM disk and can be accessed from the Contract Viewer "NOTES" button. The Manual's drawings are Microstation CADD files and are located in folder SWD-AEIM, sub-folders CIVIL, DRAWING, ELEC, MECH, and STRUCT.

1.4 GUIDE SPECIFICATIONS AND SOFTWARE

UFGS and UFSWF (Fort Worth District's local) guide specifications are in the Specsintact SGML format. Because the Fort Worth District's Supplements to the UFGS Guide Specifications are in instructional rather than guide specifications, they are in Microsoft Word 97 format. The Supplemental requirements can be copy and pasted into the Specsintact or Word documents. The Supplements may or may not be up to date with the current guides.

a. The Corps of Engineers Specsintact software shall be downloaded from the Internet at the following address:

<http://kscdl2.ksc.nasa.gov/specsintact/>

b. The Corps of Engineers UFGS guide specifications (SI SGML format), the Lighting Fixture Standard Drawing 40-06-04 Details, and Design Criteria (e.g. Army Technical Manuals (TM's), Engineering Manuals, Engineering Technical Letters, Engineer Circulars, Engineer Pamphlets, Design Guides, and Military Handbooks) can be downloaded from the Internet at the following address:

<http://www.hnd.usace.army.mil>, then click on Techinfo then Guide Specifications, "Engineer Publications", or "Support Documents"

The guides can only be downloaded in Winzip *.zip files. These are downloadable executable files.

c. Specsintact software, the UFGS guide specifications, and

design criteria manuals can also be obtained from the current version of the Construction Criteria Base CD, issued by the National Institute of Building Sciences, telephone number 202/289-7800, fax number 202-289-1092, internet address is:

<http://www.nibs.org>.

d. Fort Worth District guide specifications and the District supplements to the UFGS guide specifications are located on the Internet at the following address:

<http://www.swf.usace.army.mil/links/e&c/ec-a/>

These guides can only be downloaded in winzip *.zip files.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

-- End of Section --